

**Hudson Regional Health Commission  
Commission Meeting  
September 12, 2013**

**MINUTES**

**Opening of the meeting:**

The meeting was opened at 10:15 AM by President J. Sarnas who declared it has been advertised in accordance with the Open Public Meeting Act, Chapter 231 of the laws of 1975.

**Attendance:**

**Present:**

J. Sarnas  
C. Madalena  
F. Sasso  
D. Drumeler  
G. Drasheff  
N. Guivas  
J. Castro  
S. Barracato (Alternate)

**Absent:**

E. Grosvenor  
A. Velazquez  
J. Waks  
V. Rivelli  
J. Ehret

C. Nawrocki, Director  
J. Napolitano, Counsel

**Minutes of the meeting of June 12, 2013:** were unanimously approved as written and submitted on motion by N. Guivas, Second D. Drumeler.

**Announcements:**

C. Nawrocki announced the Hudson Regional Director's report for June – August 2013 was included in the meeting package (Attachment I). She also discussed an upcoming training on October 16 and 17. The purpose of the training is for emergency response staff to learn how to set up the Western Shelter Tent, a shelter/tent that could be used in the event of an emergency as a shelter or for surge capacity from a hospital. In addition, C. Nawrocki announced the quarterly meeting with health, hospitals, Emergency Medical Services and emergency management on September 27 at which public health related planning for the upcoming Super Bowl would be discussed.

**Expenditures Report for June 1 – August 31, 2013:** was approved on motion by D. Drumeler, second C. Madalena (Attachment II).

**Old Business:**

**New Business:**

**Nominating Committee**

J. Sarnas appointed F. Sasso, J. Castro and V. Rivelli to the nominating committee for the election of new officers at the next board meeting for the two year term starting in 2014.

**Report and Recommendations of the Finance/Personnel Committee:**

C. Nawrocki gave report of the Finance/Personnel Committee on behalf of the committee chair, F. Sasso. She presented the minutes of the committee meeting on September 6, 2013 (Attachment III).

Upon motion by F. Sasso, second N. Guivas the Board went into closed session to discuss findings/recommendations of the committee. After discussion the meeting was reopened by F. Sasso, second C. Madalena unanimously carried.

Following the committee recommendations, it was the decision of the board to promote three employees from the Level 2 Environmental Specialist positions effective January 1, 2014:

Jomo Richards, Level 4, Environmental Specialist  
Juan Nunez, Level 3, Environmental Specialist  
Nick Rivelli, Level 3, Environmental Specialist

Since there has not been a cost of living adjustment for commission employees since 2010, following the committee recommendations, and consistent with the county policy of an adjustment following an increase in employee contribution towards health care, it was the decision of the board that effective January 1, 2014 an increase of 2% would be given to all commission employees to offset a portion of the employee contribution to health benefits. An additional cost of living increase for 2014 was agreed to be .5%, totaling 2.5% effective January 1, 2014.

These board decisions will be memorialized by resolution in the December 2013 meeting.

**Budget 2014**

C. Nawrocki introduced the 2014 Budget Proposal and M. Leguizamon presented details of the budget justification to the Board (Attachment IV). Upon discussion, the budget was approved as submitted and presented.

**Resolution #13-09-13 (Attachment V) Resolution approving annual budget for the Hudson Regional Health Commission for the year beginning January 1, 2014 and ending December 31, 2014 was unanimously approved on motion by F. Sasso, second G. Drasheff.**

**EBL Hoboken**

Upon motion by D. Drumeler, second C. Madalena, the Director was authorized to enter into the Interlocal Agreement between the City of Hoboken and Hudson Regional Health Commission re: Conducting Elevated Blood Lead (EBL) Investigations for June 1, 2013 to May 31, 2015 (Attachment VI).

**Discussion:**

J. Sarnas requested an update on the status of the payment from the City of Bayonne covering the municipal assessment. Since the city is behind on payment of the municipal assessment and the last quarter of the special agreement for additional Environmental Specialist services, the board decided the Director would request a meeting with the City of Bayonne. If a meeting was not scheduled within a month, a formal letter would be sent regarding payment.

There being no further business, the meeting was closed upon motion by D. Drumeler, second N. Guivas.

Attachment I  
**HUDSON REGIONAL HEALTH COMMISSION**  
**MEADOWVIEW COMPLEX**  
 595 COUNTY AVENUE, BUILDING 1, SECAUCUS, NEW JERSEY 07094  
 TEL. (201) 223-1133 FAX (201) 223-0122

John Sarnas, President

Carrie Nawrocki, Director

**DIRECTOR'S REPORT**  
**Hudson Regional Health Commission**  
**September 2013**

**Public Health Emergency Preparedness Program:**

The following tables summarize LINC'S activities for March mid-June 2013:  
 Communications:

**HRHC HAN Communications Messages sent June to August 2013**

	Alert	Advisory	Update	Information	Total
June	1	0	5	11	17
July	0	3	2	10	15
August- as of 8-29-	1	3	4	11	19
Totals	2	6	11	32	51

**Epidemiology/Surveillance:**

Emergency Room Surveillance, Epi Center Syndromic Surveillance Alerts Investigated in 2013	
June	13
July	24
August (as of 8/29)	12
Total	49

Emergency Room Surveillance, Epi Center Admission Volume Alerts Investigated in 2013	
June	5
July	2
August as of 8-29	4
Total	11

Hospital Surveillance, Influenza-like Illness Epi Center Visit Volume alerts Investigated in 2013	
June	4
July	6
August as of 8-29	1
Total	11

**Attachment I**

<b>Emergency Room Surveillance, Epi Center Volume Alerts Investigated in 2013</b>	
June	<b>2</b>
July	<b>2</b>
August as of 8-29	<b>2</b>
<b>Total</b>	<b>6</b>

**Health Education and Planning:**

<b>Activity</b>	<b>Total # of Activities</b>
<b>Hurricane Sandy After-Action Conference Calls:</b>	<b>2 Activities</b>
1. Commissioner O'Dowd's Sandy Recovery Conference Calls	
<b>Medical Needs Shelter Planning:</b>	<b>10 Activities</b>
1. Continued planning process for County-Wide Medical Needs Shelter – moved to bimonthly calls in July	
2. Conducted survey of NJCU and County Prep as potential MNS sites	
3. Met with Jersey City MMRS and MRC Volunteer RN to finalize equipment list	
4. Presented current status at Quarterly Health & Hospital Emergency Preparedness Meeting and Quarterly County OEM Coordinator's Meeting	
5. Met with Samantha Moore, HCHHS, to begin development of MNS Standard Operating Guidelines	
<b>Biohazard Detection System (BDS) Plan Revision:</b>	<b>6 Meetings</b>
1. Met with state planner and Kearny Health Officer to revise existing plan for the Dominick V. Daniels Processing and Distribution Center in Kearny	
2. Participated in BDS Exercise Planning Meetings	
3. Exercise planned for September 10, 2013	
4. BDS POD Staff Inservice scheduled for 9-6-13 at KHD	
<b>Ready Together, NJ/Register Ready Meeting with Branch Director of Loving Care Agency, Jersey City to enroll as Facility for Register Ready</b>	<b>1 Meeting</b>
<b>Attended UASI Public Health Subcommittee 7-25-13</b>	<b>1 Activity</b>
<b>Participated in NJDOH Crisis Standards of Care Committee Meeting 6-4-13</b>	<b>1 Activity</b>
<b>Met with Witt-O'Brien for review of HRHC materials in MMRS planning document</b>	<b>1 Activity</b>
<b>Coordinated Mold Awareness Course in concert with UMDNJ for 23 participants</b>	<b>1 Activity</b>
<b>Conducted BT/POD Overview for 25 Jersey City Fire Department personnel</b>	<b>1 Activity</b>
<b>Met with North Bergen Health Director regarding Cervical Cancer report and potential response</b>	<b>1 Activity</b>
<b>Attended FEMA MCM Initiative Launch Meeting</b>	<b>1 Activity</b>
<b>Prepared and submitted Final 2012-2013 CDC Progress Report</b>	<b>1 Activity</b>
<b>Attended NJDOH Exercise Series Overview Meeting</b>	<b>1 Activity</b>
<b>Preparedness Literature Distributed</b>	<b>~250 pieces</b>
<b>"Tweets", including "Retweets" (June - September)</b>	<b>12 completed; additions in Sept</b>
<b>"What's New" Postings on HRHC Website</b>	<b>2</b>

## Attachment I

### Medical Reserve Corp:

Hudson Regional Medical Reserve Corp (MRC)	Total
Volunteers	178 (8 new)
New Volunteer Recruitment Welcome Packets Sent	12 packets
Prepared MRC Recruitment Ad, Press Release for publication in Jersey Journal weeklies for Emergency Preparedness Month. Prepared posts and Tweets for Facebook and Twitter to run during September.	1 Ad for all 1 Press Release for all Various posts and Tweets
Meetings with North Region MRC Coordinators to continue development of MRC Deployment Plan	2 Meetings
Meetings/Trainings – 1. START Triage Tag Training – Quarterly Meeting June 26, 2013 – 2. First Aid/CPR/AED Training – June 8, 2013 – 10 ppl 3. First Responder Certificate – June 14 – July 6, 2013 – 5 ppl	3 Meetings

### Elevated Blood Lead (EBL) Level Investigation Program – June-August 2013

Five (5) new Elevated Blood Lead (EBL) Environmental Intervention Referrals were received of which six (6) risk assessments were required – two (2) in Bayonne, two (2) in Union City and two (2) in Kearny.

One EBL Abatement Clearance Inspection for three (3) EBL cases was conducted in North Bergen in this period.

One Lead Risk Assessment was conducted for a two-family home in West New York on behalf of the Hudson County Division of Housing and Community Development under the home rehabilitation program. A Lead Risk Assessment is required in order to comply with regulations adopted by the US Department of Housing and Urban Development (HUD) for housing receiving federal assistance.

At the July 18, 2013 Hudson County Lead Poisoning Prevention Coalition Meeting, Mitchel Rosen, Director at the Office of Public Health Practice at Rutgers School of Public Health gave a presentation regarding Mold Awareness and General Safety which was very informative. Mr. Rosen is available to provide the presentation to any health department that may be interested. He can be reached at 732-235-9452.

Hudson County Lead Poisoning Prevention Coalition Meeting dates for the rest of the year are as follows:

- § September 19
- § November 21

**Attachment I**

**County Environmental Health Act (CEHA) Program: June-August 2013**

**Inspections and Enforcement Activities:**

Program	Inspections Conducted	NOVs Issued	Penalties Assessed	Penalties Collected
Air-Local	69	42		
Air-State	66	39	\$2,150	\$3,450
Dry Cleaner	6			
UST	11	3		\$3,250
Pesticide	21			
Solid Waste	14	7	\$22,000	
Noise	N/A			
<b>TOTAL</b>	<b>187</b>	<b>91</b>	<b>\$24,150</b>	<b>\$6,700</b>

**Complaint Investigations:**

Municipality	HazMat	Air	Noise	Other	TOTAL
Bayonne	2	9	2	4	17
East Newark		1			1
Guttenberg		1			1
Harrison		2			2
Hoboken	1	6	5		12
Jersey City	6	28	6	2	42
Kearny	6	3		1	10
North Bergen	2	7		2	11
Secaucus	1	3		1	5
Union City		3			3
Weehawken					
West New York	1	1			2
<b>TOTAL</b>	<b>19</b>	<b>64</b>	<b>13</b>	<b>10</b>	<b>106</b>

## **High-Profile Case Summaries:**

### **❖ Dump Site at Vacant Property (Mori Tract) / Secaucus:**

On July 11<sup>th</sup> and 19<sup>th</sup> 2013, Eugene Mori's environmental consultant, George Cascino Associates excavated 11 test pits to determine the extent of the size of the illegal solid waste dump. The NJDEP, NJMC and HRHC were present to oversee the delineation of recent solid waste versus the historic fill. The average depth of the material was between 2.5 and 3 feet. The material consisted mainly of asphalt, concrete, wood, bricks and plastic. Cascino Associates will submit an estimated amount of solid waste in cubic yards some time in mid September. All Agencies are requiring Mori to remove the material entirely from the site.

### **❖ Eagle Recycling / North Bergen:**

According to the NJDEP, Lincoln Recycling from Cincinnati, Ohio is purchasing Eagle Recycling. Lincoln Recycling does not possess an NJDEP A901 transporter's license and plans on using Jeffrey Marangi's (the existing owner) A901 license. NJDEP/Permit and Engineering has indicated they will not allow Lincoln Recycling to operate in this manner.

The HRHC issued Eagle Recycling a penalty of \$4,500 for failing to ensure waste is not received in excess of the system's designed capacity. The violation occurred on June 25, 2013.

### **❖ Reliable Wood Products, Inc. / Jersey City:**

There have not been any citizen complaints this year regarding odor or after hours operations.

### **❖ All American Recycling and Galaxy Recycling / Jersey City:**

There have not been any citizen complaints since the last Directors report. Galaxy did provide the HRHC with the letter to its clients requesting that they take certain measures to reduce noise while on the Galaxy facility.

### **❖ Advance at Hoboken LLC Environmental Remediation Project / Hoboken:**

August 29, 2013- Since May, HRHC has received only one complaint of odor in regards to the Advance Property site. The complainant was concerned that there was no apparent oversight of the construction site by a government agency. The complainant was informed that the perimeter of the property is monitored for contaminants by the Licensed Site Remediation Professional (LSRP), and that they voluntarily provide HRHC with monthly reports. Due to our continued communication with the Advance Property site we were able to provide a timeline of the project and assure the complainant that the site is monitored. The site has reached the third level (P3), and is ready for the P3 cement slab to be poured. Activity will be minimal at the site while the cement dries. Excavation for the fourth level (P4) should begin some time in September or October.



## Attachment I

### **Mosquito Program**

#### **Disease Surveillance**

To date the Mosquito Program has tested over 7,350 mosquitoes in 142 pool, 43 pools tested positive. Generally the infection rates have been below our 5-year average; however Hudson County still has the third highest number of infected mosquito pools in NJ. In response Mosquito Program Staff has increased larval surveillance and adulticided weekly where found positive pools were found. Hudson County have not had any WNV positive birds or humans this season.

#### **Larval/Adult Surveillance**

Early season rains gave rise to large populations of the floodwater mosquito *Aedes vexans*. Other than that species, mosquito activity in July and August was below average. Populations of the saltmarsh mosquito, *Aedes sollicitans* have been down across the state reducing our need for helicopter applications. Hudson Regional Health Commission received relatively few service requests from the public.

#### **Budget**

We spent approximately \$1,800 to replace a faulty fuel pump on the Jeep Liberty. A general tune up was performed at the same time. We also spent \$1700 to replace a failing desktop PC.

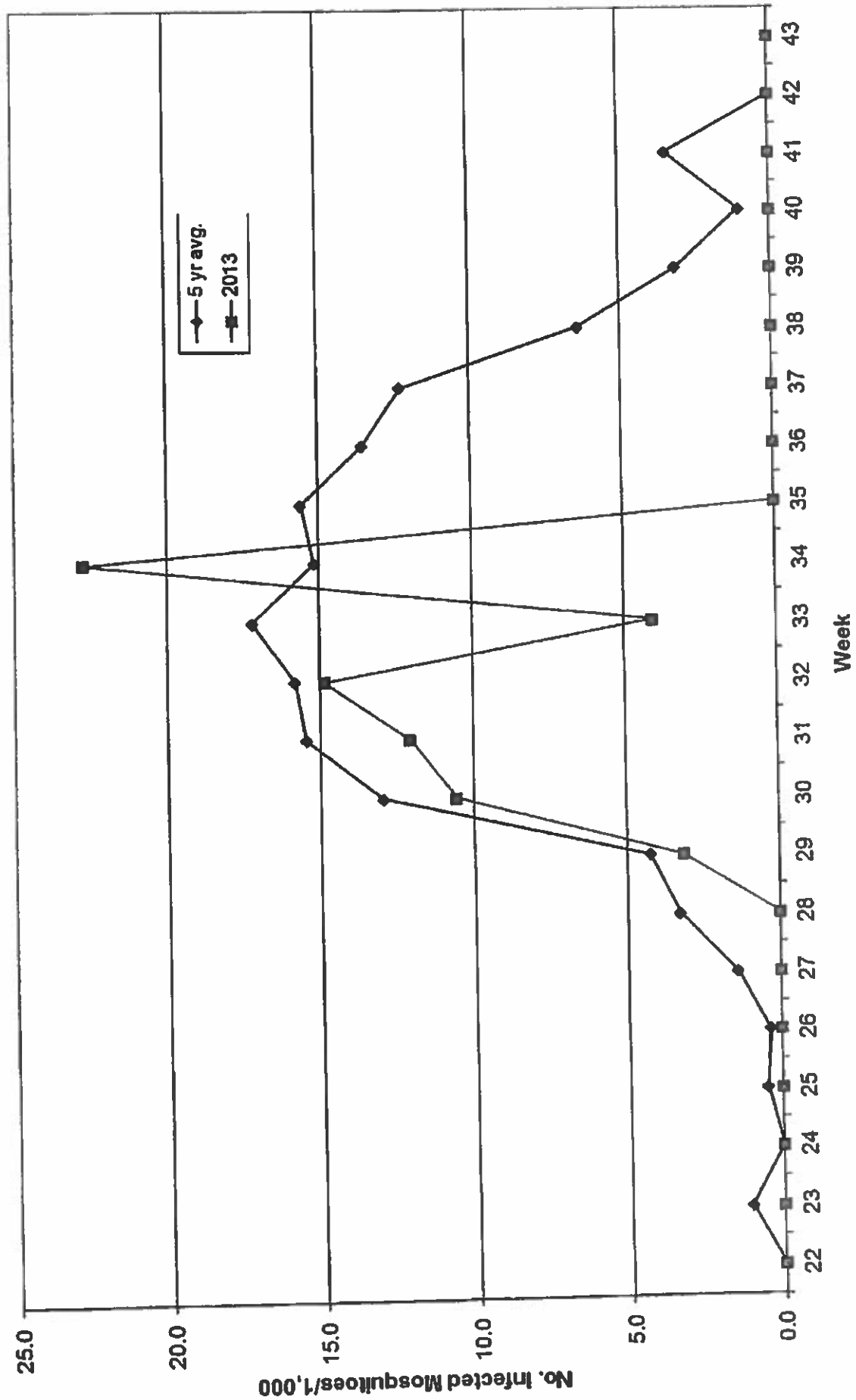
#### **Research**

The Mosquito Program is continuing the cooperative research with Rutgers University testing the autodissemination of the insect growth regulator pyriproxyfen. They are testing to see if the mosquitoes can pick up the pesticide and carry it to other breeding habitats; thereby eliminating those mosquito sources. Preliminary results are promising and may help in controlling the Asian tiger mosquito. Grant money from this project has helped pay for our seasonal employee.

Two scientific articles were accepted for publication, with two more currently in review.

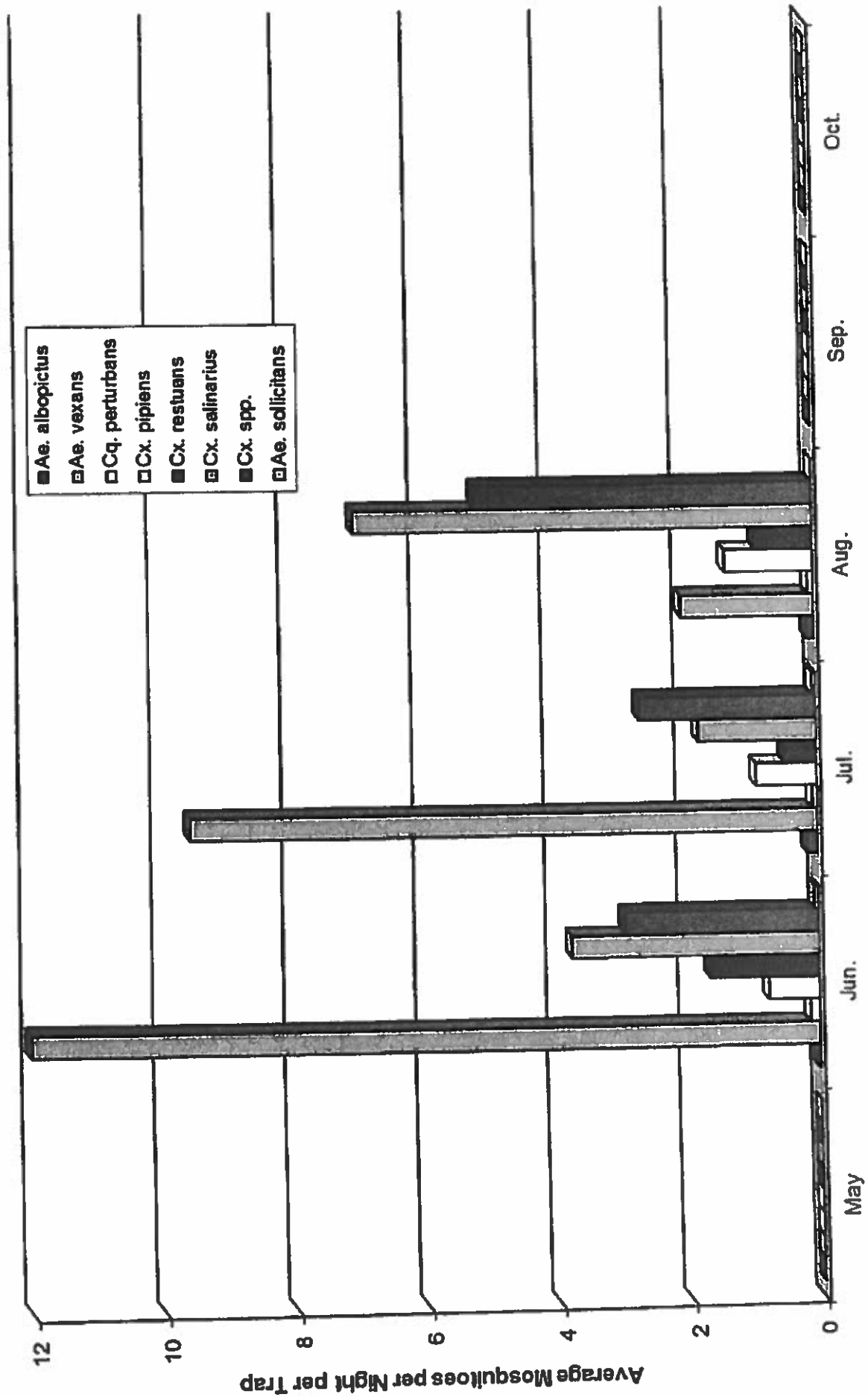
# Hudson County Weekly WNV Infection Rates 2012

Attachment I

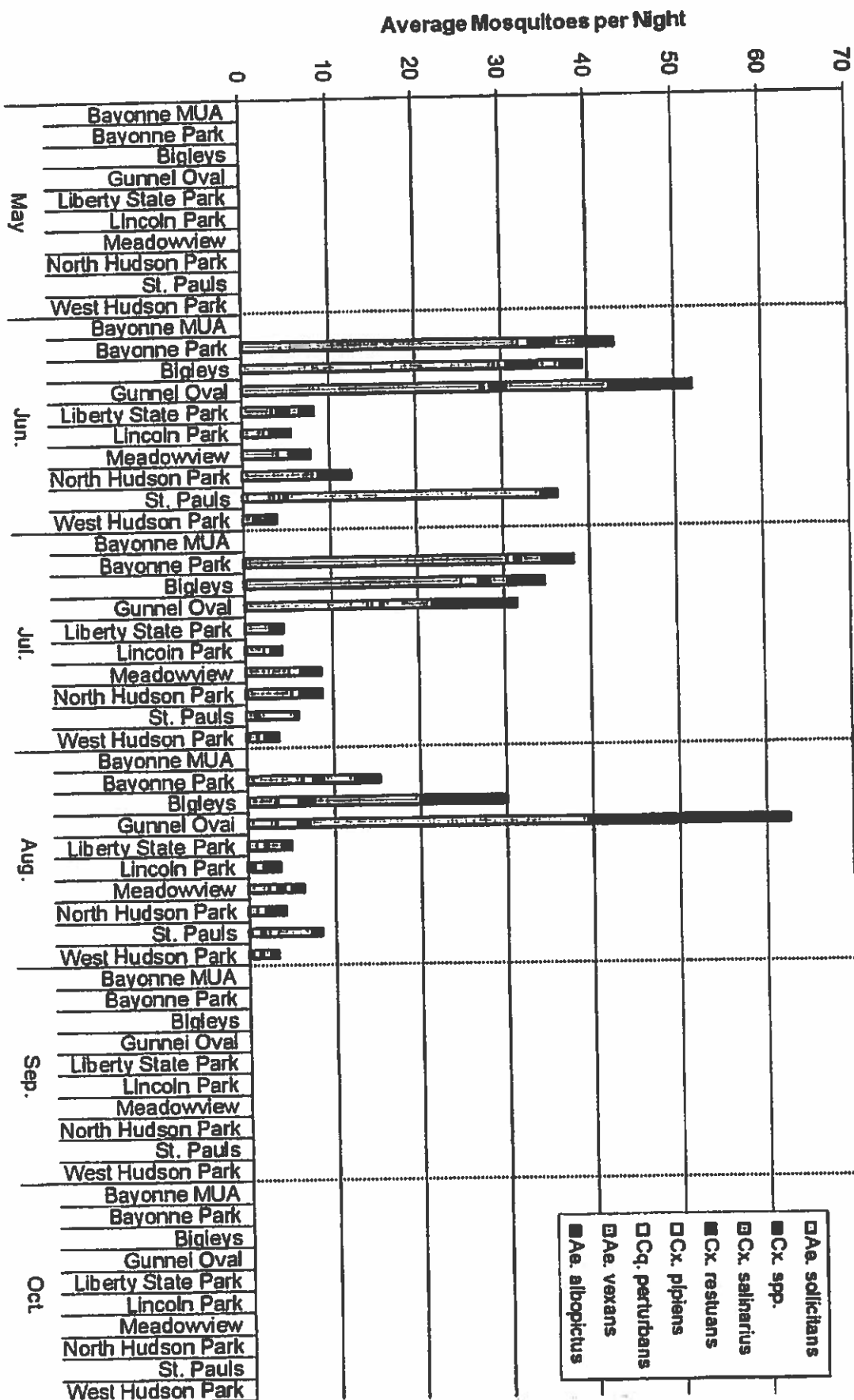


# 2013 Monthly Light Trap Summary for Hudson County

Attachment I



# Attachment I



2013 Monthly Light Trap Summary by Site

Attachment II  
HUDSON REGIONAL HEALTH COMMISSION  
MEADOWVIEW COMPLEX

595 COUNTY AVENUE, BUILDING 1, SECAUCUS, NEW JERSEY 07094  
TEL. (201) 223-1133 FAX (201) 223-0122

John P. Sarnas, President

Carrie Nawrocki, MPH, HO  
Executive Director Epidemiologist

EXPENDITURES FOR JUNE 15, 2013

CHECK #	PAYEE	DESCRIPTION	AMOUNT
On Line	HRHC Pay.Acct.	Payroll of 6/15 Salaries=69156.79 OT=888.94(HCIA/473.22) On Call=1200 Fica/Med=5334.03 Su/Disa=236.91 Med.125(1396.38) HB(134.50)	75,265.79
On Line	State Hlth.Ben.	HB/Dental/act.emp./June (Con)=17678.90 (Con/Mos)=7340.18 (CDC 12/13)=2437.81 Dental (Con)=997.72 (Con/Mos)=440.55 (CDC 12/13)=90.46	27,458.69 1,528.73
On Line	State Hlth.Ben.	Retiree HB/June (Con) RF=1556.45 GG=2708.95 JL=2267.67 JM=1092.29	7,625.36
11131	Comcast Commun.	(CDC 12/13) Cable Tel.services/High speed internet services	90.19
11132	Xerox Corp.	(Con) Monthly Base Charge/May	268.80
11133	Rutg.Science-Noise	(Con) Community Noise Enf.Recertif. Course	90.00
11134	Artic Ice Mfg.	(Con/Mosq) Dry Block Ice/Inv.130531	25.00
11135	Johnson & Conway	(Con) Legal Fees/May	477.89
11136	Marisol Leguizamón	(Con) Parking fee for County Meetings	21.00
11137	Schneider Labor.	(Con) Lead Samples inv.#906518=63 & #907816 = 63	126.00
11138	Anthony Mondaro	(Con) Consulting services for period of 4/1-6/30	375.00
11139	AAM Motor Sales	(Con) Ford Escape/MG84885 Valve Asy/Sealant/Silicone	3,302.65
11140	Verizon	(Con)=18.50 (CDC 12/13)=3.79 Acct.000131826670	22.29
11141	ADP	(Con)=77.98 (Con/Mosq)=24.75 (CDC 12/13)=21.04 For Payroll of 6/15/13	123.77
11142	US Postal Service	(Con) Postage Meter refill	200.00
11143	Verizon Wireless	(CDC 12/13) =284.20 (Con/Mosq)=110.50 (Con)=569.98 Inv.#9708028850	974.88
11144	Schneider Lab.	(Con) Asbestos sampling	28.00
11145	NJEZPass	(CDC 12/13) Acct.#2000115230666 (CDC Jeep)	15.00
11146	Fedex	(Con) Transportation charges	416.01
11147	Electronic Off.Sys.	(CDC 12/13) Comprehensive Agreement Qtrly.Pmnt.	151.54
11148	Leading Edge	(Con/Mosq) Two Hrs.per month of Phone Support & Drop Vision TM software updates	600.00

"SERVING BAYONNE, EAST NEWARK, GUTTENBERG, HARRISON, HOBOKEN,  
JERSEY CITY, KEARNY, NORTH BERGEN, SECAUCUS,  
UNION CITY, WEEHAWKEN, WEST NEW YORK."

Attachment II  
HUDSON REGIONAL HEALTH COMMISSION  
MEADOWVIEW COMPLEX

595 COUNTY AVENUE, BUILDING 1, SECAUCUS, NEW JERSEY 07094  
TEL. (201) 223-1133 FAX (201) 223-0122

John P. Samas, President

Carrie Nawrocki, MPH, HO  
Executive Director  
Epidemiologist

EXPENDITURES FOR JUNE 30, 2013

CHECK #	PAYEE	DESCRIPTION	AMOUNT
On Line	HRHC Payroll Acct.	For Payroll of 6/30 Salaries=69121.51 Med.Reimb.=2479.98 OT=812.85 Fica/Med.=5424.97 Sul/Disa=185.93 Med.125(1396.38) HB (134.50)	76,494.34
11149	ADP	For Payroll of 6/30 (Con)=77.98 (Con/Mos)=24.75 (CDC 12/13)=21.04	123.77
11150	ADP	(Con) Jurisdictional Flat Rate (JD)	6.00
11151	Deborah Drake	(Con) Medicare Part B Premium (TD)	146.90
11152	Deborah Drake	(Con) Silver Script ID.G22000231 (TD)	35.30
11153	Horizon BC/BS	(Con) Policy #3HZN14908550-U1 (DRD)	1,029.02
11154	WEX Bank	(Con/Mosq)=336.24 (CDC 12/13)=38.98 (Con)=833.01 Acct.#369-900-044-8	1,208.21
11155	USA Mobility	(Con) Inv. W8408051F	27.41
11158	Poland Spring	(Con)=9.99 (Con)=144.70 Water	154.69
11157	Occupational Hlth.	(Con) Annual Hazmat Emergency Response Audlogram (JD)	361.00
11158	WW Grainger Inc.	(CDC 12/13) Fit Testing Kit, Push Broom,Steel Handle/Fine Sweep	364.87
11159	Juan Nunez	(Con) Tolls	36.70
11160	Schneider Lab.	(Con) 3 Day Asbestos Bulk EPA	16.00
11161	Pitney Bowes	(Con) Term rental charges	162.00
11182	Monique Davis	(CDC 12/13) Mileage for CPR Class/Conference	184.50
11163	Staples Credit Plan	(Con) Office Supplies	537.62
11164	Staples Credit Plan	(CDC 12/13) Ease/letter/legal file	67.97
11165	Liberty Health	(CDC 12/13) Heartsaver CPR/Heartsaver First Aid	900.00
11166	Thermo Scientific	(Con) 40mCi Resourcing/Factory Calibration/IPL-40mCi CD-109	5,400.00
	Portable Analytical	Capsule React/Kapton Window, large	
11167	WW Grainger Inc.	(CDC 12/13) Triple Ball Mount, adjustable Mfg.#3KYC9	203.40
11168	Hewlett-Packard	(Con) HP Mono Laser,Jet P2035	209.00
11169	Christina Butleb	(CDC 12/13)=91.62 (CDC 12/13)=161.10 Wiper blades/tolls/travel	272.72
11170	Christina Butleb	(CDC 12/13) Honda EU2000i Generator	2,999.97
11171	Christina Butleb	(CDC 12/13) Briggs & Stratton 5 gal.gas can/ 10 1/2 in air filled hand truck tire/ Milwaukee 800lb Capacity 2 In Conv.Hand Truck	389.68
11172	Christina Butleb	(CDC 12/13) Graco Pack N Play Portable play/ sheets/Sterilite 16.5 gallon Latch Storage box-6pack/shipping	516.91
11173	Christina Butleb	(CDC 12/13) Accu-Chek Aviva Glucose Kit/Accu-Chek Aviva Plus Glucose Test Strips box of 100/Aviva Control Solution	916.28
11174	Christina Butleb	(CDC 12/13) Invacare clamp on raised toilet seat with arms (10) Accu-Chek Softclix Glucose Lancets Box of 100/BD alcohol Swabs box of 100/Diachieve Glucose 60 tablets	488.58
11175	Christina Butleb	(CDC 12/13) Vomado Whole Room Evaporative Humidifier with 4 extra Humidifier wicks Combo	85.59

1856

"SERVING BAYONNE, EAST NEWARK, GUTTENBERG, HARRISON, HOBOKEN,  
JERSEY CITY, KEARNY, NORTH BERGEN, SECAUCUS,  
UNION CITY, WEEHAWKEN, WEST NEW YORK."

**HUDSON REGIONAL HEALTH COMMISSION  
MEADOWVIEW COMPLEX  
595 COUNTY AVENUE, BUILDING 1, SECAUCUS, NEW JERSEY 07094  
TEL. (201) 223-1133 FAX (201) 223-0122**

John Samas, President

Attachment II

Carrie Nawrocki, MPH, HO  
Executive Director Epidemiologist

**EXPENDITURES FOR JULY 15, 2013**

<b><u>CHECK #</u></b>	<b><u>PAYEE</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
On Line	HRHC Payroll Acct.	For Payroll of 7/15 Salaries=69089.85 OT=679.04 Idling OnCall=1200 Fica/Med.=5262.72 Sui/Disa=118.78 Med.125(2072.14) H.B.(201.76)	74,074.49
On Line	Health Ben.Program	HB/Dental/actemp. (Con)=17678.90 (Con/Mosq)=7340.18 (CDC 12/13)=2437.61 Dental (Con)=997.72 (Con/Mos)=440.55 (Con/Mosq)=440.55 (CDC 12/13)=90.46	27,456.69 1,528.73
On Line	Health Ben.Program	HB/retires/July RF=1556.45 GG=2708.95 JL=2287.87 JM=1,092.29	7,625.38
11185	Channing Bete Co.	(CDC 12/13) Treat Seas/Pan Flu at home HB The Flu Keeping Tabs Healthy	4,301.00
11186	Dell Marketing LP	(CDC 12/13) 16GB Cruzer Ultra Backup USB Flash Drive=52.32 (CDC 12/13) Dell Professional P2213 22"Monitor=343.18	395.50
11187	Dell Marketing LP	(CDC 12/13) Dell EqualLogic PS4100E, Cost Eff.High Cap. 7.2K	16,408.75
11188	Dell Marketing LP	(CDC 12/13) Dell Latitude 3330/Battery/3rd.Gen.Intel Core	901.02
11189	Gregory Williams	(Con) Battery for Jeep Liberty	105.00
11190	Juan Nunez	(Con) Wipers and Lamp Bulbs	33.09
11191	Johnson & Conway	(Con) Legal Fees/June	1,751.38
11192	Verizon	(Con)=13.58 (CDC 12/13)=4.06 #000131826670 58Y	17.64
11193	ADP	(Con)=84.59 (Con/Mosq)=29.53 (CDC 12/13)=20.15 For 7/15	134.27
11194	Suburban Essex Mun.Joint Ins.	(Con)=7469.38 (Con)=7239.17 Thrd Installment 2013	14,708.55
11195	Bagels Plus	(Con) Breakfast for 15 people 6/12	143.75
11196	NJEZPass	(CDC 12/13) Jeep Acct.#2000115230668	25.00
11197	Monique Davis	(CDC 12/13) Tolls/Gallo Center/Gas for Prius	29.00
11198	Fedex	(Con) Transportation charges	29.43
11199	NJDEP/Bureau Env. Radiation	(Con) Radioactive Material Fees/renewal	205.00
11200	Verizon Wireless	(CDC 12/13)=182.67 (CDC 12/13)(48.40) (Con/Mos)=105.04 (Con/Mos)=(1.75) (Con/Mos)=371.35 (Con)=(132.76)	478.15
11201	Artic Ice Mfg.	(Con/Mos)=Dry Block Ice Inv.#130830	75.00
11202	Comcast Commun.	(CDC 12/13) Cable TV Serv./Internet	90.19
11203	Schneider Lab.	(Con) SLI Sample ID's: 31945298-31945310	117.00

"SERVING BAYONNE, EAST NEWARK, GUTTENBERG, HARRISON, HOBOKEN,  
JERSEY CITY, KEARNY, NORTH BERGEN, SECAUCUS,  
UNION CITY, WEEHAWKEN, WEST NEW YORK."

**HUDSON REGIONAL HEALTH COMMISSION  
MEADOWVIEW COMPLEX  
595 COUNTY AVENUE, BUILDING 1, SECAUCUS, NEW JERSEY 07094  
TEL. (201) 223-1133 FAX (201) 223-0122**

John Samas, President

Attachment II

Carrie Nawrocki, MPH, HO  
Executive Director Epidemiologist

**EXPENDITURES FOR JULY 31, 2013**

<b>Check # On Line</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
	HRHC Payroll Acct.	For Payroll of 7/31 Salaries=69509.57 OT=1313.04 Fica/Med.=5251.49 Sui/Disa=88.61 Med.125(2072.14) H.B.(201.78)	73,888.81
11204	Horizon BC/BS	H.B. for DRD/Policy #3HZN14908550-UI 8/1-9/1	1,029.02
11205	Horizon BC/BS	H.B. for T.D./Policy #3HZN14908550-UI 8/1-9/1	93.47
11206	US Postal Service	(Con) Refill Postage Meter	200.00
11207	Dell Marketing LP	(Con) Dell Wireless Desktop Keyboard/Mouse	33.49
11208	Belter Security	(Con) Locks for trailers	89.25
11209	USA Mobility Wireless	(Con) Inv.#W8408051G	37.40
11210	N.J.State League of Mun.	(Con) N.J. Mun. Magazine/Oct.13 through June 2014	20.00
11211	Flash Lube	(Con) Oil change Ford Escape/2010	20.95
11212	ADP	(Con) Jurisdictional Flat Rate	8.00
11213	Carrie Nawrocki	(Con)=10 (Con)=24.05 (Con)=7 Parking/Car wash/EZPass	41.05
11214	Gregory Williams	(Con/Mosq) Towing for Jeep	75.00
11215	Pitney Bowes	(Con) Term Rental Invoice 3rd.Quarter	162.00
11216	DeSena & Company	(Con) Retainer Inv. For 2012 Audit	11,000.00
11217	WexBank	(Con/Mosq)=208.35 (Con)=902.68 #369-900-044-8	1,109.01
11218	Staples Credit Plan	(CDC 12/13) DVD Player with 1080P/8MII Clear Poly Co	194.98
11219	Verizon	(Con)=504 (CDC 12/13)=103.23 4/23-5/22 201-223-1133	607.23
11220	Verizon	(Con)=519.54 (CDC 12/13)=108.41 5/22 - 6/22	625.95
11221	Dept. of Enviro.Sciences	(Con) Replace lost check #10974 Odor Field Refresher Odor Field Enforcement and Vis.Emiss.Recertification	740.00
11222	Pitney Bowes	(Con) Postage Labels	20.37
11223	John W. Hock Co.	(Con/Mosq) Inv.#13-0711 Traps	171.30
11224	Poland Spring	(Con)=9.99 (Con)=63.91 Water	73.91
11225	Dell Marketing LP	(Con) Latitude E6230	1877.72
11226	Deborah R.Drake	(Con) Silver Script (T.D.) Prescrip.	35.30
11227	Deborah R. Drake	(Con) Medicare Part B/July (TD)	148.90
11228	Zerox Corp.	(Con) Monthly Base Charge	288.80
11229	Michael Walker	(HCIA) Parking for HCIA 6/28	12.00
11230	Gary Cardini	(Con/Mosq) Keys and Fuel Stabilizer	8.18
11231	WW Grainger, Inc.	(Con) Female Disconnect, Red, 22 to 18 AWG, Pk10	47.90
11232	ADP	(Con)=79.18 (Con/Mosq)=25.14 (CDC 12/13)=21.37 For Payroll of 7/31/2013	125.69
<b>R&amp;C</b>			
4807	Equinix, Inc.	Refund for Overpayment on Facility ID#0900273	1250.00
4808	Kennedy Center	Refund for Overpayment on Facility ID#1003005	500.00

"SERVING BAYONNE, EAST NEWARK, GUTTENBERG, HARRISON, HOBOKEN,  
JERSEY CITY, KEARNY, NORTH BERGEN, SECAUCUS,  
UNION CITY, WEEHAWKEN, WEST NEW YORK."



**HUDSON REGIONAL HEALTH COMMISSION**  
**MEADOWVIEW COMPLEX**  
**595 COUNTY AVENUE, BUILDING 1, SECAUCUS, NEW JERSEY 07094**  
**TEL. (201) 223-1133 FAX (201) 223-0122**

John Samas, President

Attachment II

Carrie Nawrocki, MPH, HO  
 Executive Director Epidemiologist

**EXPENDITURES FOR AUGUST 15, 2013**

<b>CHECK #</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
On Line	HRHC Payroll Acct.	Salaries=69024.27 OT=1740.85 On Call=1180 Sul/Disa=75.72	75,084.33
On Line	State Hlth.Ben.Prog.	Fica/Med.=5337.38 Med.125(2072.14) HB=(201.76)	27,456.69
		HB/act.emp. (Con)=17275.32 (Con/Mos)=6590.87	1,528.73
		(CDC 13/14)=3590.50 Dental/act.emp. (Con)=954.05	
		(Con/Mos)=401.07 (CDC 13/14)=173.61	
On Line	State Hlth.Ben.Prog.	HB/retirees/Aug. (Con) RF=1556.45 GG=2708.95	7,625.38
		JL=2267.67 JM=1092.29	
11233	AAM Motor Sales	(Con)=1212.08 Jeep Liberty/pump (Con)=657.15 Ford Escape	1,869.23
		Filter/Oil/Condenser Assy	
11234	Johnson & Conway	(Con) Legal fees/July	576.83
11235	Dell Marketing, LP	(Con) Dell Precision T1700 MT CTO Base Quad Core & Fiat	1,720.38
11236	Stan A.Huber Cons.	(Con) 2 Leak Testing of Radioactive Sealed Source(s)	40.00
11237	NJEZPASS	(CDC 13/14) For CDC Jeep	21.46
11238	Comcast Commun.	(CDC 13/14) Cable TV/High Speed Internet	90.19
11239	Verizon	(Con)=15.33 (CDC 13/14)=3.14 7/2-7/31/2013	18.47
11240	N.J.Dept. of Treas.	(Con) Bureau of X-Ray Compliance Facility #120542	118.00
11241	Verizon	(Con)=522.47 (CDC 13/14)=107.01 7/2-7/31	629.48
11242	Schneider Labor.	(Con)=72 3 Day Metals EPA 7000B (Con)=63 Metals EPA	135.00
11243	Xerox Corp.	(Con)Rental Plan/Monthly Base Charge	268.80
11244	Monique Davis	(CDC 13/14)= 60 (CDC 13/14)=20.40 Reimbursement for Internet	80.40
		service/UASI Public Health Subcommittee Middlesex	
11245	Staples Credit Plan	(Con) Montgomery/NY	108.68
11246	Paul Theodoro	(Con/Mos) Tolls/NJTP	5.95
11247	State of NJ Dept.	(Con)=243.09 (CDC 13/14)=49.79 Plan 4F Deficit Assessment	292.88
	Labor&Workforce	Plan Experience Rating Assessment	
11248	Artic Ice Mfg.	(Con/Mosq) Dry Ice Block	125.00
11249	ADP	(Con) Jurisdictional Flat Rate \$1increase/July	7.00
11250	ADP	(Con)=79.18 (Con/Mosq)=25.14 (CDC 13/14)=21.37 Payroll 8/15	125.69
11251	Verizon Wireless	(Con)=412.27 (Con/Mosq)=108.62 (CDC 13/14)=164.95	705.84
		Inv.#9708324200	
11252	USA Mobility Wire.	(Con) Inv.#W8408051H	27.41

"SERVING BAYONNE, EAST NEWARK, GUTTENBERG, HARRISON, HOBOKEN,  
 JERSEY CITY, KEARNY, NORTH BERGEN, SECAUCUS,  
 UNION CITY, WEEHAWKEN, WEST NEW YORK."

**HUDSON REGIONAL HEALTH COMMISSION**  
**MEADOWVIEW COMPLEX**  
**595 COUNTY AVENUE, BUILDING 1, SECAUCUS, NEW JERSEY 07094**  
**TEL. (201) 223-1133 FAX (201) 223-0122**

John Sarnas, President

Attachment II

Carrie Nawrocki, MPH, HO  
 Executive Director Epidemiologist

**EXPENDITURES FOR AUGUST 31, 2013**

<b>CHECK #</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
<b>ON LINE</b>	<b>HRHC Payroll Acct.</b>	<b>For Payroll of 8/31 Salaries=69851.53 Fica/Med=5184.88 Sul/Disa=83.13 Med.125(2072.14) HB (201.76)</b>	<b>72,945.64</b>
11253	WW Grainger Inc.	(Con) Pressure gauge, filled	16.90
11254	Horizon BC/BS	(Con) Health Ins. 9/1 - 10/1 (TD)	93.47
11255	Horizon BC/BS	(Con) Health Ins. 9/1 - 10/1 (DRD)	1,029.02
11256	Fedex	(Con) Transportation charges Inv.236453533	195.43
11257	Robert Ferraluolo	(Con) Monthly premium for medical insurance/Sept.	104.90
11258	Matthew Bender & Co.	(Con) NJ register 11/2013 - 10/2014	208.89
11259	Deborah R. Drake	(Con) Silver Script Ins./Aug. (TD)	35.30
11260	Deborah R. Drake	(Con) Medicare Part B 8/2013 (TD)	146.90
11261	ADP	(Con)=79.18 (Con)=25.14 (CDC 13/14)=21.37 Payroll of 8/31	125.69
11262	Command Radio Comm.	(Con) Reprogram Radios to Narrow Band	250.00
11263	WEX Bank	(Con)=1005.70 (Con/Mosq)=320.53 Inv.#33943819	1,326.23
11264	Schneider Lab.	(Con) 3 Day Metals EPA	99.00
11265	Stewart Bus.Syst.	(Con) Copies above allow/Toner Shipping charges	32.34
11266	Poland Spring	(Con)=9.99 (Con)=173.70 Water	183.69
11267	Flash Lube	(Con) Oil change 2010 Ford Escape	20.95
11268	Carrie Nawrocki	(Con) Gas (no card)	60.73
11269	US Postal Service	(Con) Postage Meter refill	200.00

**R&C**

4610	118 Jewett Bergen LLC	Refund for overpayment for registration Cycle 2011-2015 For #0600664	500.00
------	-----------------------	---	--------

"SERVING BAYONNE, EAST NEWARK, GUTTENBERG, HARRISON, HOBOKEN,  
 JERSEY CITY, KEARNY, NORTH BERGEN, SECAUCUS,  
 UNION CITY, WEEHAWKEN, WEST NEW YORK."

1860

Attachment III

Hudson Regional Health Commission  
Finance/Personnel Committee Meeting  
September 6, 2013

MINUTES

Attendance: F. Sasso, Chair, J. Sarnas, J. Castro, V. Rivelli (called out of meeting early),  
M. Leguizamon, CFO, C. Nawrocki, Director

Expenditure Reports: June 1 – August 31, 2013

The Committee reviewed and approved the expenditure reports.

Nominating Committee

J. Sarnas will appoint nominating committee at next board meeting, elections will take place at the December board meeting.

2014 Budget

M. Leguizamon presented the 2014 Commission budget, following discussion the committee approved the budget.

Level advancement / COLA

The committee recommends step advancement for three Environmental Specialists due to the vacancy of the Program Coordinator position (J. Monknowski's retirement) and intention to not fill this position moving forward. Three of the staff members have taken on additional responsibilities of varying degrees, J. Richards, J. Nunez and N. Rivelli. After discussion of the additional duties, the committee recommends J. Richards be promoted two levels to Environmental Specialist, Level 4; J. Nunez and N. Rivelli be promoted one level to Environmental Specialist, Level 3.

Since commission staff have not had a cost of living adjustment in the past 3.5 years, the committee recommends a 2.5% COLA effective January 2014. This additional cost can also be covered by the savings from the eliminated Program Coordinator position vacated by J. Monkowski.

**Attachment IV**  
**APPROPRIATIONS**

GENERAL APPROPRIATIONS	2013		2014		
	Original Budget As Amnd	Estimated Expenditures	2014 Proposed Budget	2014 Budget to 2013 Budget \$ Change	2014 Budget to 2013 Actual \$ Change
<b>PERONNEL</b>					
SALARIES	1,400,000.00	1,351,422.24	1,439,339.00	39,339.00	87,916.78
PAYROLL TAXES	124,440.00	112,689.74	127,000.00	2,560.00	14,310.26
HEALTH BEN.	267,000.00	263,006.30	287,000.00	20,000.00	23,993.70
DENTAL	17,450.00	15,641.44	17,450.00	0.00	1,808.56
P.E.R.S.	200,000.00	185,000.00	200,000.00	0.00	15,000.00
WORKER'S COMPENSATION	24,920.00	23,224.67	24,000.00	-920.00	775.33
OVERTIME	20,000.00	13,252.59	20,000.00	0.00	6,747.41
ON CALL	17,000.00	11,980.00	13,823.00	-3,177.00	1,843.00
TEMPORARY	19,500.00	12,582.12	21,000.00	1,500.00	8,417.88
RETIREE BEN.	108,000.00	108,855.42	124,000.00	16,000.00	15,144.58
<b>TOTAL</b>	<b>2,198,310.00</b>	<b>2,097,654.52</b>	<b>2,273,612.00</b>	<b>75,302.00</b>	<b>175,957.48</b>
<b>GRANT PROGRAMS ("INCLUSIVE OF PAYROLL")</b>					
MRC NACCHO 2013	4,000.00	4,000.00			
*CDC 2012/2013	188,639.00	188,639.00			
HPP 2012/2013	4,400.00	4,400.00			
CRI-CDC 2012/2013	63,920.00	63,920.00			
*CDC 2013/2014	137,363.00	137,363.00	137,363.00		
HPP 2013/2014	2,273.00	2,273.00	2,272.00		
CRI-CDC 2013/2014	53,626.00	53,626.00	53,625.00		
MRC IRONMAN	504.00	504.00			
RUTGERS' WARFIGHTER PROT	7,500.00	7,500.00			
A EQEF RESERVE	7,869.00	7,869.00			
<b>TOTAL</b>	<b>470,094.00</b>	<b>470,094.00</b>	<b>193,260.00</b>		<b>0.00</b>
<b>OFFICE</b>					
OFF. SUPPLIES	10,000.00	6,907.20	10,000.00	0.00	3,092.80
POSTAGE	5,000.00	4,003.74	5,000.00	0.00	996.26
COPIER LEASE	4,000.00	2,688.00	4,000.00	0.00	1,312.00
PUB./SUB.	2,500.00	1,084.00	2,500.00	0.00	1,416.00
LEGAL ADVERTISEMENT	1,000.00	463.04	1,000.00	0.00	536.96
COOLER RENTAL	200.00	119.88	200.00	0.00	80.12
OFF./COMP. EQUIPMENT	10,000.00	0.00	15,000.00	5,000.00	15,000.00
<b>TOTAL</b>	<b>32,700.00</b>	<b>15,265.86</b>	<b>37,700.00</b>	<b>5,000.00</b>	<b>22,434.14</b>
<b>TRAVEL</b>					
CONV. & MEETINGS	4,000.00	1,648.72	3,500.00	-500.00	1,851.28
AUTO MAINTENANCE	8,000.00	5,815.00	7,000.00	-1,000.00	1,185.00
GASOLINE	20,000.00	15,797.56	21,000.00	1,000.00	5,202.44
MILEAGE REIMBURSEMENT	1,000.00	361.36	200.00	-800.00	-161.36
<b>TOTAL</b>	<b>33,000.00</b>	<b>23,622.64</b>	<b>31,700.00</b>	<b>-1,300.00</b>	<b>8,077.36</b>
<b>CONTRACTUAL</b>					
INSURANCE-JIF	26,000.00	26,424.51	27,217.00	1,217.00	792.49
AUDITOR	19,500.00	18,200.00	19,500.00	0.00	1,300.00
LEGAL	25,000.00	15,200.14	25,000.00	0.00	9,799.86
PAYROLL SERVICE	3,500.00	2,520.24	3,000.00	-500.00	479.76
WEATHER & EMERG. OPERATIONS					
AGREEMENT-HARR	1,500.00	1,500.00	1,500.00	0.00	0.00
<b>TOTAL</b>	<b>75,500.00</b>	<b>63,844.89</b>	<b>76,217.00</b>	<b>717.00</b>	<b>12,372.11</b>
<b>EQUIPMENT</b>					
GENERAL SUPPLIES	10,000.00	2,552.38	8,000.00	-2,000.00	5,447.62
EQUIPMENT	20,000.00	7,800.00	15,000.00	-5,000.00	7,200.00
EQUIPMENT MTCE	7,000.00	7,213.29	3,000.00	-4,000.00	-4,213.29
VEHICLE	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>37,000.00</b>	<b>17,565.67</b>	<b>26,000.00</b>	<b>-11,000.00</b>	<b>8,434.33</b>

# Attachment IV

GENERAL APPROPRIATIONS	2013		2014		
	Original Budget As Amnd	Estimated Expenditures	2014 Proposed Budget	2014 Budget to 2013 Budget \$ Change	2014 Budget to 2013 Actual \$ Change
OTHER					
TRAINING	6,000.00	2,950.86	6,000.00	0.00	3,049.14
IMUN.	15,000.00	14,811.66	18,000.00	3,000.00	3,188.34
U.S. SURV.	5,000.00	722.00	5,000.00	0.00	4,278.00
LABORATORY	5,000.00	986.00	3,000.00	-2,000.00	2,014.00
COMM. MEET.	1,500.00	762.80	1,000.00	-500.00	237.20
BANK FEES	750.00	295.20	400.00	-350.00	104.80
MISCELLANEOUS	2,000.00	128.00	1,000.00	-1,000.00	872.00
MEMBERSHIP/LICENSE	2,000.00	1,714.00	2,000.00	0.00	286.00
RESERVE FOR EMERGENCY OPERATION	5,000.00	0.00	5,000.00	0.00	5,000.00
RECORD DESTRUCTION	2,500.00	0.00	1,500.00	-1,000.00	1,500.00
TOTAL	44,750.00	22,370.52	42,900.00	-1,850.00	20,529.48
TOTAL	2,891,354.00	2,710,418.10	2,681,389.00	66,869.00	247,804.90

## Attachment IV

## ANTICIPATED REVENUE

GENERAL REVENUES	2013		2014	
	Original Budget As Amnd	Estimated Revenue	2014 Proposed Budget	2014 Budget to 2013 Actual Change
MUNICIPAL	219,860.00	219,860.00	219,860.00	0.00
USEPA	96,292.00	96,292.00	96,292.00	0.00
RTK	17,575.00	17,575.00	17,575.00	0.00
CEHA/NJDEP	196,470.00	196,470.00	196,470.00	0.00
CEHA/NJDEP/UST **	52,500.00	52,500.00	52,500.00	0.00
CEHA/NJDEP/IDLING	10,000.00	10,000.00	10,000.00	0.00
HCIA	133,269.00	133,269.00	137,267.00	3,998.00
COUNTY	1,110,971.00	1,110,971.00	1,333,165.00	222,194.00
EBL: Bayonne	1,800.00	1,800.00	1,800.00	0.00
Harrison	600.00	600.00	600.00	0.00
Hoboken	600.00	600.00	600.00	0.00
Kearny	1,200.00	1,200.00	1,200.00	0.00
North Bergen	600.00	600.00	600.00	0.00
Union City	7,200.00	7,200.00	7,200.00	0.00
West New York	3,000.00	3,000.00	3,000.00	0.00
RESERVE	26,958.00	(153,977.90)		153,977.90
HRHC EQEF	179,000.00	179,000.00	36,000.00	-143,000.00
DEFERRED REVENUE R&C	318,587.00	318,587.00	341,000.00	22,413.00
MISC. REVENUE	19,097.00	19,097.00	8,000.00	-11,097.00
LEGAL & SOFTWARE	7,869.00	7,869.00		
CDC 2012/2013	188,639.00	188,639.00		
CRI-CDC 2012/2013	63,920.00	63,920.00		
HPP 2012/2013	4,400.00	4,400.00		
*CDC 2013/2014	137,363.00	137,363.00	137,363.00	
HPP 2013/2014	2,273.00	2,273.00	2,272.00	
CRI-CDC 2013/2014	53,626.00	53,626.00	53,625.00	
MRC 2013	4,000.00	4,000.00		
MRC IRONMAN	504.00	504.00		
JC LEAD	681.00	681.00		-681.00
STATE LEAD GRANT	25,000.00	25,000.00	25,000.00	0.00
RUTGERS	7,500.00	7,500.00		
TOTAL	2,891,354.00	2,710,418.10	2,681,389.00	247,804.90

## Attachment IV

### Hudson Regional Health Commission BUDGET – JUSTIFICATION 2014

The 2014 budget of \$2,681,389 reflects an overall increase of \$66,869 (3%) when compared to 2013 Budget. This is due to the fact that salary, fringe benefit and other categories within the budget were increased (see details below).

Increases/Decreases are summarized below.

**Salary: Increase \$39,339:** The Environmental Specialist position remained vacant in 2013, which reduced personnel cost in 2013. The Environmental Specialist's responsibility was distributed between existing employees and the saving that was anticipated in 2013 by keeping this position vacant will be utilized in 2014 to advance these employees in the pay scale and to cover for a Cost of Living Adjustment of 2.5%.

**Overtime/Dental: No Increase/Decrease:** Actual expenditures remained under the amount budgeted in 2013 for that reason 2014 budgeted amount remain the same as 2013 budget.

**Payroll Taxes Increase \$2,560:** Payroll taxes are directly related to the amount reflected under the employee's compensation.

**Health Benefit: Increase \$20,000:** Increase in this category was based on the previous year experience. It reflects an average 18% increase minus the CDC portion of the bill. It also reflects employee's contribution based on new law. No new enrollment is anticipated.

**Workers Compensation: Decrease (\$920):** Amount budgeted under this category was based on the previous year experience. Actual expenditures remained under the amount budgeted in 2013 for that reason Workers Compensation was lowered from \$24,920 to \$24,000.

**On Call: Decrease (\$3,177):** Amount budgeted under this category was based on the previous year experience. Actual expenditures remained under the amount budgeted in 2013 for the reason On Call was lowered from \$17,000 to \$13,823.

**Temporary: Increase \$1,500** Amount budgeted under this category was based on the previous year experience. Actual expenditures remained under the amount budgeted in 2013 but there was a Rutgers' grant in 2013 that hasn't been confirmed for 2014 for that reason this category was increase from \$19,500 to \$21,000.

**Retiree Health Benefit: Increase \$16,000:** Increase in this category was based on previous year experience. It reflects an 18% increase on the private policy and a 13.77% on the State Health Benefit Policy.

**P.E.R.S: No Increase/Decrease:** Public Employee Retirement System is at 100% of contribution. Actual expenditures remained under the amount budgeted in 2013 for that reason 2014 budgeted amount remain the same as 2013 budget. There was a decrease in this category based on 2012/2013 and 2013/2014 actual bills but 2014/2015 bills is not available yet.

#### Attachment IV

**All Other Budget Categories:** All other budget categories were calculated based on previous year experience. While some of the actual expenditures decrease for some items under this category other items were increased. When comparing 2013 Budget "other cost" to 2014 Proposed Budget "other cost" there is an overall decrease of (\$8,433).

#### Appropriations:

Personnel	\$2,273,612
Grant Programs	\$ 193,260
Office	\$ 37,700
Travel	\$ 31,700
Contractual	\$ 76,217
Equipment	\$ 26,000
Other	\$ 42,900
<b>Total Appropriations</b>	<b>\$2,681,389</b>

#### Revenue:

Sufficient revenue must be raised from various sources to support the annual spending plan. Revenues used to support the 2014 Budget are summarized below:

#### Revenue Sources:

Local Revenues (Municipal & County)	\$2,046,292
Miscellaneous Revenue	\$ 8,000
Reserve from prior years	\$
HRHC EQEF	\$ 36,000
R&C	<u>\$ 341,000</u>
<b>Total</b>	<b><u>\$2,431,292</u></b>
<b>State Revenues</b>	<b>\$ 494,805</b>
<b>Federal Revenues</b>	<b><u>\$ 96,292</u></b>
<b>Total Revenues</b>	<b><u>\$2,681,389</u></b>

Marisol Leguizamon

Chief Financial Officer



Resolution # 13-09-13

THE HUDSON REGIONAL HEALTH COMMISSION

**RESOLUTION**

**WHEREAS**, the Annual Budget for the Hudson Regional Health Commission (the Commission) for the fiscal year beginning 01/01/2014 and ending, 12/31/2014, has been presented for introduction and adoption before the governing body of the Commission at its open public meeting of 09/12/2013; and

**WHEREAS**, the Annual Budget presented for introduction and adoption reflects each item of revenue and appropriation; and

**WHEREAS**, the Annual Budget as presented for adoption reflects Total Revenues of \$ 2,681,389, Total Unrestricted Net Assets utilized of \$ 0 and Total Appropriations, \$ 2,681,389; and

**NOW THEREFORE BE IT RESOLVED** by the Board Members of the Hudson Regional Health Commission, at an open public meeting held on as follows:

1. The annual Budget for the fiscal year beginning 01/01/2014 and ending 12/31/2014 is adopted and shall constitute appropriations for the purposes stated.
2. The Executive Director is authorized and directed to take all necessary steps in furtherance of this resolution, including making expenditures and taking receipt of

Attachment V

revenue, transferring and investing funds, and reporting in accordance with prevailing Commission policy and procedures.

Introduced and passed 9/12/2013

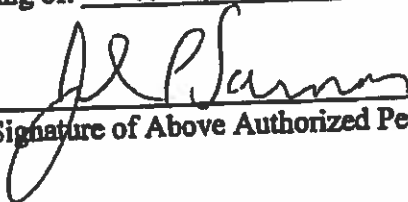
Ayes: 8

Nays: 0

Abstention: 0

Absent: 4

I certify that this is a true copy of a resolution duly adopted  
at a meeting of: 9/12/13

  
Signature of Above Authorized Person(s)

**Attachment VI**

**Interlocal Agreement between the City of Hoboken and Hudson Regional Health  
Commission  
(re: Conducting Elevated Blood Lead (EBL) Investigations)**

**WHEREAS**, the Hudson Regional Health Commission is duly authorized to provide certain Public Health Programs to its member municipalities, and;

**WHEREAS**, the Commission possess specialized training and expertise in the area of lead investigations abatement, and;

**WHEREAS**, member municipalities may choose to have the Commission perform specialized services such as those related to the investigation of reported cases of elevated blood levels and environmental monitoring for lead in paint, and;

**WHEREAS**, the City of Hoboken wishes to enter into an interlocal agreement with the Commission for such services;

**NOW, THEREFORE**, in consideration of the terms and provisions set forth herein, the City of Hoboken and the Commission agree as follows:

**IN AND ON BEHALF OF THE City OF HOBOKEN,  
THE COMMISSION WILL:**

Utilize personnel certified to conduct environmental lead investigations pursuant to State and Federal standards.

Conduct environmental investigations related to children with elevated blood lead (EBL) in accordance with standards set forth by the New Jersey Department of Health and Senior Services (NJDHSS).

Conduct all investigations within the time period specified by NJDHSS.

Report all findings to NJDHSS and the Town Health Officer in accordance with NJDHSS standards.

Provide notice of the results of all investigations to all affected parties and "landlords as appropriate".

Maintain records of investigations as long as required by law. If the agreement should terminate, all records of investigation will be forwarded to the City Health Officer.

Answer citizen inquiries regarding EBL or potential hazards associated with lead.

Attachment VI

**THE CITY OF HOBOKEN WILL:**

Promptly refer all reports of children with elevated blood lead to the Commission.

Provide for case management and assist in relocation of affected parties in accordance with NJDHSS standards.

Issue abatement orders and take necessary and appropriate enforcement action pursuant thereto.

Comply with NJDHSS reporting requirements using LeadTrax database.

Upon presentation of a voucher, The City will pay the Commission \$600 for each environmental lead investigation, inclusive of clearance inspection and laboratory costs where warranted. Each residential unit inspected in a multi-family building shall constitute a separate investigation.


Indemnify the Commission against any and all claims arising from activities conducted pursuant to this agreement not otherwise resulting from the direct and exclusive negligence of Commission employees.

It is further agreed, that the Commission reserves the right to seek Medicaid reimbursement where applicable and to retain the full amount of funds reimbursed.

The terms of this agreement shall be from June 1, 2013 to May 31, 2015 unless terminated by either party upon 30 days written notice.

  
Leo Pellegrini, Director

  
Date

  
Carrie Nawrocki, Director  
Hudson Regional Health Commission

  
Date

I Carrie Nawrocki, Director of Hudson Regional Health Commission do hereby certify that the foregoing  
are true minutes of a meeting held on 9/12/2013, in witness whereof I have set my hand this

9 ninth day of Jan, 2014.

Carrie Nawrocki

Carrie Nawrocki, Executive Director